

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: JANUARY 25, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON
CONOVER
DICKINSON
FRASIER
MERLINO
SOKOL
VANSELOW
WOOD
MACDONALD

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
JEFF INGLEE, FISH MANAGEMENT SPECIALIST
REPRESENTING SARATOGA & NORTH CREEK RAILWAY:
JUSTIN GONYO
KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BROCK
SEEBER
JOANNE CONLEY, TOURISM COORDINATOR
KURT AUSTIN, WARREN COUNTY RESIDENT
DON LEHMAN, *THE POST STAR*
SAMANTHA HOGAN, SENIOR LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the January 25, 2016 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/works/>

Mr. Simpson called the meeting of the Public Works Committee to order at 11:05 a.m.

Motion was made by Mr. Dickinson, seconded by Mr. Conover and carried unanimously to approve the minutes of the last Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Parks, Recreation & Railroad and DPW Agendas were distributed to the Committee members, copies of same are on file with the meeting minutes.

Commencing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Justin Gonyo, *Saratoga & North Creek Railway (SNCR) General Superintendent*, to provide an update on SNCR operations. Mr. Gonyo informed that the Polar Express Train had operated from November 17 to December 28, 2016 with slightly less than 25,000 passengers. He apprised SNCR would not be operating the Snow Train this year but were looking forward to the spring, summer and fall operating seasons, as they would be introducing something brand new this year. He apprised due to the success over the past few years with Dinner Trains SNCR decided to operate ninety-four of them from June 4 to October 28, 2016. He said they would be combining them with the brand name "Pullman" which was a premiere luxury service. He stated the difference between the previous dinner train they offered and this one was that there were forty-eight passenger cars that included a full kitchen capable of serving up to 300 meals per run rather than a much smaller galley kitchen. He added at least one luxurious lounge car that featured a bar and big oversized seats which allowed for passengers to walk around and socialize with each other would be offered. He informed there would be thirty-one dinner trains, twenty-six brunch trains, thirty-two lunch trains and five holiday trains that would serve both lunch and brunch. He stated the food would be supplied by local merchants and SNCR would be featuring their own bottled wine which would be manufactured by Fossil Stone Vineyards in Greenfield, New York.

Chairman Geraghty asked which train station the dinner trains would operate from and Mr. Gonyo replied they would run from the Saratoga Station to the Thurman Station and then return to Saratoga. Ms. Wood inquired whether there were any updates regarding the caboose at the Thurman Station, as it was supposed to open for food service last year but never did. Mr. Gonyo apprised the plan was for

the caboose to commence offering food service this spring.

Resuming the Parks, Recreation & Railroad Agenda review, Jeffery Tennyson, *Superintendent of Public Works*, presented the following requests:

- Page 1- To amend the 2016 County Budget and create a Temporary Help line in the amount of \$14,000 for the Parks, Recreation & Railroad Division.
- Page 2- Request for a transfer of funds in the amount of \$14,000 from Budget Code A. 1620 470, Buildings & Grounds, Contracts, to Budget Code A.7110 130, Parks,& Rec, Salaries- Part Time, to fund the new Temporary Help Budget line.

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the requests and forward same to the Finance, Personnel and Higher Education Committee. *Copies of the Resolution Request forms are on file with the minutes.*

Page three of the Agenda, Mr. Tennyson apprised, consisted of a copy of the flyer for the Warren County Hatchery Fishing Clinic & Open House. He introduced Jeff Inglee, *Fish Management Specialist*, who provided a brief overview of the event, which was new this year. Joanne Conley, *Tourism Coordinator*, advised the Tourism Department was pleased to be working with Messrs. Tennyson and Inglee on promoting the event. Mr. Tennyson informed flyers would be distributed to each of the Municipalities this week. He said the goal was for this to become an annual spring event. Mr. Merlino inquired whether additional funds were required for the event and Mr. Tennyson replied in the negative. Mr. Simpson asked whether any additional volunteers were needed and Mr. Inglee replied in the negative. Mr. Tennyson suggested anyone interested in participating to contact himself or Mr. Inglee.

Concluding the review of the Parks, Recreation & Railroad Agenda, Mr. Tennyson informed he had received a request from 1,000 Acres Ranch Resort for easements over railroad crossings, one of which led directly into their main resort area and the other was a golf cart passing located by the golf course. He apprised the County had reviewed the evaluation maps with SNCR when they commenced operating the railroad and determined there were no issues with the crossing by the main entrance. He stated he felt they should verify through the County Attorney that the existing crossings were durable as long as SNCR was agreeable to this. Ms. Wood inquired about the 6+/- acre parcel that was referenced in the letter contained within the Agenda packet, as no additional information was provided concerning this parcel. Mr. Tennyson apprised he had not researched that particular parcel. Mr. Montesi asked whether that parcel was landlocked and Ms. Wood replied affirmatively. She questioned whether any research would be performed on this parcel and Mr. Tennyson responded he would follow up on this. He indicated that the new owners main concern related to the commercial areas which he did not believe would be impacted.

Paul Dusek, *County Administrator*, stated due to the urgency with this issue he recommended that they either schedule a special Committee Meeting or allow Mr. Tennyson to bring the matter to the next Board Meeting if necessary.

Motion was made by Mr. Dickinson and seconded by Mr. Merlino to authorize Mr. Tennyson to move forward with working on the two crossings he was aware of and to research whether the third one discussed was applicable, and if so to bring it forward at the February 19th Board Meeting for discussion.

Mr. Conover advised he felt the County should consider what they were articulating the easements for going forward. He said the easement to access the main lodge should speak to that and the easement needed in order for golf carts to cross should convey that intent to ensure easements for other uses would have to be brought back to the Committee for approval. He questioned whether a waterline was

part of the third easement they were unsure of and Mr. Dusek responded that at one point the waterline had been a license but this was given up a few years ago.

A discussion ensued following which Mr. Simpson called the question and the motion was carried unanimously.

Commencing the review of the DPW Agenda, Mr. Tennyson presented the following requests:

- Page 1 - To authorize a grant agreement with NYSDOT (*New York State Department of Transportation*) for the County Highway Preservation Project (CR 17, 52 & 79) (H354) in an amount not to exceed \$793,930 for a term to commence upon execution and terminating January 26, 2026.
- Page 6 - To Increase Capital Project H354, *County Highway Preservation Project (CR 17, 52 & 79)* in the amount of \$633,280.
- Page 7 - To amend the 2016 County Budget in the amount of \$120,954 to return local match funds.

Motion was made by Mr. Dickinson and seconded by Ms. Wood and carried unanimously to approve the requests as outlined above. The necessary resolution was authorized for the item listed on Page 1 and the items listed on Pages 6 and 7 were referred to the Finance, Personnel and Higher Education Committee. *Copies of the resolution request forms are on file with the minutes.*

- Page 8 - To amend the 2016 County Budget in the amount of \$6,501.57 to reflect the receipt of an insurance recovery payment.

Motion was made by Mr. Dickinson, seconded by Mr. Sokol and carried unanimously to approve the request and forward same to the Finance, Personnel and Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- Page 11 - To amend the 2016 County Budget in the amount of \$109,000 to establish the appropriate revenue and appropriation codes for the purchase of a vacuum excavator through the Warren County Soil & Water Conservation District.

Motion was made by Mr. Conover, seconded by Ms. Wood and carried unanimously to approve the request and forward same to the Finance, Personnel and Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- Page 15 - Request to amend Resolution No. 560 of 2015 to allow for the Towns to participate in the Electronic Recycling Bid (WC 54-15).

Motion was made by Ms. Wood, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the February 19, 2016 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- Page 16 - To fill vacant position of HEO #6, *Grade 8, Annual Base Salary of \$32,238*, due to retirement effective January 30, 2016, as well as to fill any vacancies created by promotion.

Motion was made by Mr. Sokol, seconded by Mr. Dickinson and carried unanimously to approve the request and refer same to the Finance, Personnel and Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

- Page 17 - For Maja Tiokinska-Scroggins, *Confidential Assistant to the Superintendent of Public Works*, to enroll in the following job-related courses:
Course Title: Business Internship
Course Title: Small Business Financial
Course Title: Business Ethics
Course Title: Prin of Economics II
Course Title: Writing/Technical
Institution: SUNY Adirondack
Cost: \$2,769.50

Chairman Geraghty questioned whether a policy was in place that required employees who received reimbursement from the County for job-related courses to remain employed by the County for a certain duration of time following the completion of the courses. Mr. Dusek stated that the Union had a policy in place that required employees to pay the County back if they resigned before the required time frame had been met; however, he said, he was unsure whether this applied to non-Union positions, as well. Chairman Geraghty advised he believed a policy should be in place that required employees who were reimbursed for job-related courses to remain employed by the County for a minimum of three years. Mr. Dusek apprised if it was determined that non-Union employees were not covered by the same policy as the Union employees than they could include the matter on the Finance, Personnel and Higher Education Committee meeting agenda for discussion. Mr. Tennyson added generally policies that applied to CSEA (*Civil Service Employees Association*) employees also applied to non-Union employees unless it was superceded by some other policy.

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the request contingent upon approval by the Finance, Personnel and Higher Education Committee. *A copy of resolution request form is on file with the minutes.*

- Page 19 - To decrease the salary of the Assistant Engineer #2 position from \$45,569 to \$43,000 for 2015 and \$44,075 for 2016 effective retroactive to October 5, 2015 to correct a budgeting error.

Motion was made by Mr. Dickinson, seconded by Mrs. Frasier and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- Page 20 - Request to increase the salary of the Confidential Assistant to the Superintendent of Public Works from \$39,270 to \$40,252 effective retroactive to January 1, 2016 to correct a budgeting error.

Motion was made by Ms. Wood, seconded by Mr. Dickinson and carried unanimously to approve the request and forward same to the Finance, Personnel and Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Resuming the Agenda review with the Referral/Pending Items section, Mr. Tennyson apprised he expected to receive NYSDOT grant agreements for Capital Projects H364, *West Mountain Pavement Preservation*, (subsequently determined to be H366), and H365, *Bay Road Pavement Preservation*, in the near future. He said that if the necessary documentation was provided in a timely fashion he intended to seek resolutions for both through the out-of-Committee resolution request process. Mr. Dickinson questioned whether a motion was required contingent upon receiving the necessary documentation and Mr. Tennyson replied in the negative. He explained the matter would be handled through the out-of-Committee process.

Next, the Information for Discussion/Review portion of the Agenda was reviewed, as follows:

Page 21 - Town of Lake George request to construct parking lane(s) - CR 6, Fort George Road- Mr. Tennyson advised that Mr. Dickinson had approached the DPW regarding the Town's desire to determine the highway right-of-way on Fort George Road in the Town of Lake George. He said no Committee action was required unless anyone was opposed to the County allowing parking on that road. He explained according to Highway Law the locality had authority over parking on any road including County and State roads. He said this meant within the Town of Lake George the Town controlled whether or not it was permissible to park there, parking lanes and any revenue collected from the parking lanes. He explained he would work with the Town and their engineer to review the plans and issue a highway work permit. Mr. Dickinson apprised that this was a multi-faceted project with the goal of constructing some primary parking within the vicinity of Beach Road to generate additional revenue. Next, he said they would construct a sidewalk that ran along Beach Road to State Route No. 9. He explained the sidewalk would be utilized by snowmobiles during the winter season. He thanked Mr. Tennyson and the DPW staff for their assistance with this project, as well as with the West Brook Road project.

Concluding the DPW Agenda review, Mr. Tennyson noted that copies of the DPW Fuel Usage and Overtime Reports were included in the Agenda packet for the Committee's review.

Kurt Austin, *Warren County Resident*, addressed the Committee concerning the Rail to Trail initiative which he encouraged the Committee to support. He inquired about the status of the negotiations for a new contract with SNCR and Mr. Dusek responded that SNCR had indicated their interest to him in renewing the contract. Mr. Austin asked whether the County was actively negotiating a contract with SNCR and Mr. Dusek apprised a special Committee meeting would be scheduled to address the matter.

A discussion ensued.

There being no further business to come before the Public Works Committee, on motion made by Ms. Wood and seconded by Mrs. Frasier, Mr. Simpson adjourned the meeting at 11:49 a.m.

Respectfully submitted,
Samantha Hogan, Sr. Legislative Office Specialist
(As typed by Sarah McLenithan, Deputy Clerk of the Board)